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## **Policies and Procedures Minutes 11/7/2011**

### **Policies and Procedures Subcommittee, Arlington School Committee**

School Committee Room – November 7, 2011 – 5:00p.m.

APPROVED Minutes

#### **In Attendance:**

Subcommittee Members: Judson L. Pierce-Chair

Jeffrey Thielman(arrived at 5:05p.m.)

Joseph Curro

School Committee Member: Bill Hayner

Administration: Superintendent Kathleen Bodie (arrived at the meeting at 5:15p.m.), Ted Dever(Athletic Director),  
Lucille Nicholson(Head Nurse)

Public: Trish Orlovsky(SEPAC President), Kate Harris and Kate Feeney.

A motion to approve the subcommittee minutes of 10/7/11 made by Mr. Thielman, seconded by Mr. Curro, passed unanimously. There was a discussion of a head injury policy.

Mr. Dever and Nurse Nicholson indicated that that the draft policy submitted by Mr. Pierce called File JLCF was a good one. They both indicated that a lot of work has been going on in consultation with the Head Trainer and the Nurse at AHS, to draft the protocol and forms that will be part of the execution of the policy. Mr. Curro added the following language at the bottom "The Superintendent, in consultation with the Director of Nursing and Athletic Director, shall promulgate guidelines which shall be made publicly available." Mr. Thielman made a motion to recommend FILE JLCF to the full School Committee for a first reading on Thursday November 11, 2011. Seconded by Mr. Curro. Motion passed unanimously.

There was a discussion concerning SEPAC email lists. Files in our policy book that would pertain to this issue are located in IJNDC(web page policy) and IJNDD(emails). Ms. Orlovsky explained that one is a notice list which is open to anyone and the other is a restricted parent resource list. SEPAC would like links to both on our districts websites. Dr. Bodie indicated that she and the Director of Technology David Goode agree that linking the notice list would be appropriate and will do so but they do not feel that publishing a link to the resource list is appropriate because it would be an endorsement by the district and it is inherently a restricted list. Furthermore, potential liability exists if the list is used inappropriately. Ms. Orlovsky and Ms. Harris agreed that the resource list is a restricted one but added that other parent resource lists have links on the district or school websites. Dr. Bodie disagreed adding that all parent resource lists will be taken off district websites if they have not already been taken off. Mr. Thielman made a motion to direct the Chair of the School Committee to consult with our school law representative at Stoneman, Chandler and Miller in consultation with our Director of Technology and our Superintendent about the legalities of a parent moderated resource list being linked on the district's website. Seconded by Mr. Pierce. Motion carried unanimously.

Mr. Curro shared drafts of file revisions and new file creations that the subcommittee intends to discuss at our next meeting.

Mr. Thielman moved to adjourn at 6:58p.m., seconded by Mr. Curro. Motion passed unanimously.